

To:

Ambulatory  
Surgery Centers  
HMOs and Other  
Managed Care  
Programs

## Effective dates for claims submission changes as a result of HIPAA for free-standing ambulatory surgery center services

This *Wisconsin Medicaid and BadgerCare Update* provides specific effective dates for the changes that will be implemented by Wisconsin Medicaid as a result of the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA) for free-standing ambulatory surgery center (FSASC) services.

This *Update* gives implementation dates for all FSASC providers, whether they exchange information with Wisconsin Medicaid on paper or electronically.

This *Wisconsin Medicaid and BadgerCare Update* provides specific effective dates for the changes that will be implemented by Wisconsin Medicaid as a result of the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA) for free-standing ambulatory surgery center (FSASC) services. These dates apply to the claims submission changes described in the July 2003 *Update* (2003-54), titled "Changes to local codes and paper claims for free-standing ambulatory surgery center services as a result of HIPAA." This *Update* makes frequent reference to *Update* 2003-54; providers are encouraged to read this *Update* alongside *Update* 2003-54.

This *Update* gives implementation dates for all FSASC providers, whether they exchange information with Wisconsin Medicaid on paper

or electronically. Failure to follow the effective dates that are provided in this *Update* may result in claim denials.

Providers should note the way the various changes will be implemented. Changes as a result of HIPAA will be implemented based on:

- **Date of service.** For changes implemented based on the date of service, the important question to ask is: "**When was the service performed?**"

### Attention: Advice for providers

Wisconsin Medicaid recognizes that this is a difficult time for providers with the nationwide implementation of HIPAA in October 2003. Providers are cautioned to pay close attention to the deadlines and requirements outlined in this *Update*, which are necessary to assure a smooth transition to the HIPAA standards. Providers should allow additional time to adjust to the new billing requirements and systems changes. Providers may experience a temporary delay in the payment of claims due to increased billing errors and system changes near the federal compliance date of October 16, 2003, as Wisconsin Medicaid, other payers, and providers implement the HIPAA requirements and billing standards.

- **Date of receipt by Wisconsin Medicaid.** For changes implemented based on the date of receipt, the important question to ask is: **“When will this claim be received by Wisconsin Medicaid?”** Providers should allow enough time for mail delivery when meeting the deadlines identified in this publication.

Effective dates for national codes that will replace Wisconsin Medicaid local codes and revised claim instructions are addressed separately in this *Update*. Codes and claims have different implementation procedures.

## Medical and nonmedical codes

Codes fit into two categories, medical codes and nonmedical codes. Medical codes describe specific health care conditions and services while nonmedical codes describe general administrative situations.

Medical and nonmedical codes are implemented based on **dates of service** or **date of receipt**, respectively, as required by federal HIPAA regulations.

### *Medical codes*

Changes to medical codes, as indicated in *Update* 2003-54, will be effective for **dates of service** on and after October 1, 2003. National medical codes used by Wisconsin Medicaid include national dental procedure codes that replace Wisconsin Medicaid local procedure codes (refer to Attachment 1 of *Update* 2003-54).

Pre-HIPAA medical codes include Wisconsin Medicaid local and nationally recognized procedure codes.

### *Nonmedical codes*

Changes to nonmedical codes, as indicated in *Update* 2003-54, will be implemented based on

the **date of receipt**. For nonmedical codes received on paper claims, the changes will be effective on and after October 1, 2003. For nonmedical codes received on electronic claims, the changes will be effective on and after October 13, 2003. National nonmedical codes used by Wisconsin Medicaid include:

- Allowable nationally recognized two-digit place of service (POS) codes. For FSASC providers, always use POS “24.” (refer to Attachment 2 [Element 24B] of *Update* 2003-54).
- Type of service (TOS) codes will no longer be required on Medicaid claims because they are not national codes.

Pre-HIPAA nonmedical codes include TOS codes and one-digit Wisconsin Medicaid POS codes.

## Claims submission

Different implementation dates will be used for electronic and paper claims. A calendar of HIPAA implementation dates for electronic and paper claims is included in Attachment 1 of this *Update*.

### *Electronic claims submission*

For electronic claims received by Wisconsin Medicaid on and after October 13, 2003, providers must use:

- The 837 Health Care Claim: Professional transaction, commonly known as the 837P (refer to the Medicaid Web site at [www.dhfs.state.wi.us/medicaid/](http://www.dhfs.state.wi.us/medicaid/) for the 837P companion document).
- National nonmedical codes.
- Pre-HIPAA medical codes for dates of service before October 1, 2003.
- National medical codes for dates of service on and after October 1, 2003.
- A newborn’s Medicaid identification number, instead of the mother’s identification number. (Refer to the June

Changes to medical codes, as indicated in *Update* 2003-54, will be effective for dates of service on and after October 1, 2003.

2003 *Update* [2003-29], titled “Wisconsin Medicaid no longer reimburses claims for newborns under the mother’s identification number.”)

*Note:* For electronic claims received by Wisconsin Medicaid between October 1, 2003, and October 10, 2003, providers must use pre-HIPAA claims submission software, pre-HIPAA nonmedical codes, and medical codes as appropriate to the date of service. Wisconsin Medicaid will not accept electronic claims on October 11 and 12, 2003.

#### *Paper claims submission*

For paper claims received by Wisconsin Medicaid on and after October 1, 2003, providers must use:

- HIPAA CMS 1500 claim instructions (refer to Attachment 2 of *Update* 2003-54).
- National nonmedical codes.
- Pre-HIPAA medical codes for dates of service before October 1, 2003.
- National medical codes for dates of service on and after October 1, 2003.
- A newborn’s Medicaid identification number, instead of the mother’s identification number (refer to *Update* 2003-29).

Refer to Attachment 2 of this *Update* for claims submission examples for FSASC services.

#### *Electronic claim adjustments*

For electronic claim adjustments received on and after October 13, 2003, providers must use:

- The electronic 837P adjustment (refer to the Medicaid Web site at [www.dhfs.state.wi.us/medicaid/](http://www.dhfs.state.wi.us/medicaid/) for the 837P companion document).
- National nonmedical codes.
- Pre-HIPAA medical codes for dates of service before October 1, 2003.

- National medical codes for dates of service on and after October 1, 2003.

#### *Paper claim adjustments*

For paper claim adjustments received on and after October 1, 2003, providers must use:

- The Adjustment/Reconsideration Request form and completion instructions; the use of this form is voluntary. Providers may develop their own form as long as it includes all the information on this form and is formatted exactly like this form. (Refer to the June 2003 *Update* [2003-31], titled “Changes to the Wisconsin Medicaid Adjustment Request form and instructions,” for more information about paper claim adjustments.)
- National nonmedical codes.
- Pre-HIPAA medical codes for dates of service before October 1, 2003.
- National medical codes for dates of service on and after October 1, 2003.

Refer to Attachment 3 of this *Update* for examples of claim adjustment requests.

#### **Electronic transactions**

A calendar that reflects the various implementation dates for electronic transactions is provided in Attachment 1 of this *Update*.

#### *Electronic transactions received by Wisconsin Medicaid*

The following are the implementation dates for electronic transactions received by Wisconsin Medicaid:

- The deadline for pre-HIPAA claims received on magnetic cartridge is **3:00 p.m. on October 8, 2003.**
- The deadline for pre-HIPAA claims received by the Electronic Data Interchange (EDI) department is **noon on October 10, 2003.**

For electronic claims received by Wisconsin Medicaid between October 1, 2003, and October 10, 2003, providers must use pre-HIPAA claims submission software, pre-HIPAA nonmedical codes, and medical codes as appropriate to the date of service.

- The deadline for claims received using the free Medicaid software that is supported by Proservices (known as EZ-LINK, Pace, and dental software) is **1:00 p.m. on October 10, 2003**.
- Wisconsin Medicaid will begin accepting the 837P on **October 13, 2003**.
- Wisconsin Medicaid will begin accepting claims using Provider Electronic Solutions (PES) software on **October 13, 2003**.

#### *Electronic transactions received and sent by Wisconsin Medicaid*

Wisconsin Medicaid will begin accepting and sending the 270/271 Health Care Eligibility Inquiry transaction on **October 13, 2003**.

#### *Electronic transactions sent by Wisconsin Medicaid*

Wisconsin Medicaid will begin sending the TA1 Interchange Acknowledgment and the 997 Functional Acknowledgment on **October 13, 2003**.

#### *Electronic transactions available from Wisconsin Medicaid*

The 835 Health Care Claim Payment/Advice will be available from Wisconsin Medicaid on and after **October 20, 2003**.

### **Obtaining information**

For questions about this *Update*, providers may call Provider Services at (800) 947-9627 or (608) 221-9883.

### **Information regarding Medicaid HMOs**

This *Update* contains Medicaid fee-for-service information and applies to providers of services to recipients who have fee-for-service Medicaid. Since HIPAA impacts all health care payers, it is important to know that HIPAA changes, including changes from local procedure codes to national procedure codes, will also have an impact on Medicaid HMOs. For questions related to Medicaid HMOs or managed care HIPAA-related changes, contact the appropriate managed care organization.

The *Wisconsin Medicaid and BadgerCare Update* is the first source of program policy and billing information for providers.

Although the *Update* refers to Medicaid recipients, all information applies to BadgerCare recipients also.

Wisconsin Medicaid and BadgerCare are administered by the Division of Health Care Financing, Wisconsin Department of Health and Family Services, P.O. Box 309, Madison, WI 53701-0309.

For questions, call Provider Services at (800) 947-9627 or (608) 221-9883 or visit our Web site at [www.dhfs.state.wi.us/medicaid/](http://www.dhfs.state.wi.us/medicaid/).

# ATTACHMENT 1

## Calendar of HIPAA implementation for claims submission for free-standing ambulatory surgery center services

September/October 2003						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28 (September)	29	30 <b>Paper claims:</b> Last day Wisconsin Medicaid will accept paper claims using the pre-HIPAA* claim instructions.	1 (October) <b>Paper claims:</b> Wisconsin Medicaid will begin accepting paper claims using the HIPAA claim instructions.	2	3	4
5	6	7	8 <b>Electronic claims:</b> Last day Wisconsin Medicaid will accept pre-HIPAA claims on magnetic cartridge.	9	10 <b>Electronic claims:</b> Last day the Electronic Data Interchange (EDI) department will accept pre-HIPAA electronic claims.  Last day providers can submit claims using free Proservice's software.	11 <b>Electronic claims:</b> Wisconsin Medicaid will not accept electronic claims.
12 <b>Electronic claims:</b> Wisconsin Medicaid will not accept electronic claims.	13 <b>Electronic claims:</b> Providers may begin submitting claims using Provider Electronic Solutions (PES) software.  Wisconsin Medicaid will begin accepting the 837 Health Care Claim: Professional transaction.  Wisconsin Medicaid will begin accepting and sending the 270/271 Health Care Eligibility Inquiry transaction.  Wisconsin Medicaid will begin sending the TA1 Interchange Acknowledgment and the 997 Functional Acknowledgment transactions.	14	15	16	17	18
19	20 <b>Remittance and status:</b> The 835 Health Care Claim Payment/Advice will be available from Wisconsin Medicaid.	21	22	23	24	25

\*HIPAA = Health Insurance Portability and Accountability Act of 1996.

## ATTACHMENT 2

### Claims submission examples for free-standing ambulatory surgery center services

Examples of claims submission before and after the implementation of the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA) are illustrated below.

For example, if both of the following are true:		Then use the following:		
Date of service	Date of receipt	Paper claim instructions	Electronic claims submission	Codes
9/1/03	9/30/03	Pre-HIPAA claim instructions	Any pre-HIPAA claims submission software, including Proservices software (known as EZ-LINK, Pace, and dental software)	<ul style="list-style-type: none"> <li>• Pre-HIPAA nonmedical codes.</li> <li>• Pre-HIPAA medical codes.</li> </ul>
9/30/03	10/14/03	HIPAA claim instructions	837 Health Care Claim: Professional transaction, commonly known as the 837P (including claims submitted using Provider Electronic Solutions [PES] software)	<ul style="list-style-type: none"> <li>• National nonmedical codes.</li> <li>• Pre-HIPAA medical codes.</li> </ul>
10/14/03	11/1/03	HIPAA claim instructions	837P (including claims submitted using PES software)	<ul style="list-style-type: none"> <li>• National nonmedical codes.</li> <li>• National medical codes.</li> </ul>

For the following examples, the service performed was an additional periodic oral exam in a free-standing ambulatory surgery center.

If both of the following are true:		Then use the following:			
Date of service	Date of receipt	Claim instructions	Electronic claims submission	Place of service code	Procedure code
9/1/03	9/30/03	Pre-HIPAA claim instructions	Any pre-HIPAA claims submission software, including Proservices software (known as EZ-LINK, Pace, and dental software)	B	W7060
9/30/03	10/14/03	HIPAA claim instructions	837P (including claims submitted using PES software)	24	W7060
10/14/03	11/1/03	HIPAA claim instructions	837P (including claims submitted using PES software)	24	D0999

# ATTACHMENT 3

## Claim adjustment examples for free-standing ambulatory surgery center services

Examples of claims adjustments before and after the implementation of the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA) are illustrated below.

For example, if both of the following are true:		Then use the following:		
Original date of service	Date adjustment received	Paper Adjustment Request form*	Electronic 837P adjustment	Codes
9/1/03	9/30/03	Pre-HIPAA form	Not applicable	<ul style="list-style-type: none"> <li>• Pre-HIPAA nonmedical codes.</li> <li>• Pre-HIPAA medical codes.</li> </ul>
9/30/03	10/14/03	Adjustment/Reconsideration Request form and completion instructions	Allowable	<ul style="list-style-type: none"> <li>• National nonmedical codes.</li> <li>• Pre-HIPAA medical codes.</li> </ul>
10/14/03	11/1/03	Adjustment/Reconsideration Request form and completion instructions	Allowable	<ul style="list-style-type: none"> <li>• National nonmedical codes.</li> <li>• National medical codes.</li> </ul>

\*Refer to the June 2003 *Wisconsin Medicaid and BadgerCare Update* (2003-31), titled "Changes to the Wisconsin Medicaid Adjustment Request form and instructions," for more information about paper claim adjustments.